



Grant Agreement Number: 636932		
Project Title: First data management plan produced		
Project Acronym: Radicle	Funding Scheme: Collaborative Project	
Date: December 2015	Project Website Address: www.radiclelaser.com	
EC Project Officer: Christoph Helmraath	Email: christoph.helmraath@ec.europa.eu	
Deliverable Number: D7.18	Deliverable Name: First date management plan produced	
Work Package Number: 7		
Date of Delivery: M6	Actual	M12
Status	Draft <input type="checkbox"/>	Final <input checked="" type="checkbox"/>
Nature	Prototype <input type="checkbox"/> Report <input checked="" type="checkbox"/> Specification <input type="checkbox"/> Tool <input type="checkbox"/> Other <input type="checkbox"/>	
Distribution Type	Public <input checked="" type="checkbox"/> Restricted <input type="checkbox"/> Consortium <input type="checkbox"/>	
Authoring Partner: EWF		
Contact Person: Eurico Assunção		
Email: EGAssuncao@isq.pt	Phone + 351 962942937	Fax
Abstract (for dissemination)	n/a	
Keywords	n/a	
Name of the Scientific Representative of the Project's Co-ordinator, Title and Organisation:	Name: Eurico G. Assunção Tel: +351 962942937 E-mail: EGAssuncao@isq.pt	

Content

1 Summary.....	3
2 Deliverable 7.18	3
2.1 Data Identification	3
2.2 Data Set Description	3
2.3 Data Standards and Metadata	3
2.4 Data Sharing	4
2.5 Archiving and Preservation (including storage and backup)	4
3 Storage and access plan.....	4
4 DMP template	4
ANNEX I – DMP template	5

1 Summary

The Horizon 2020 Work Programme introduces the Data Management Plan (DMP), in which the project consortium specifies the research data that will be open access and how it will be handled during the project.

The DMP will describe in detail what data the *project will generate, whether and how it will be exploited or made accessible for verification and re-use, and how it will be curated and preserved.*

The beneficiaries must:

- a) *Deposit in a research data repository and take measures to make it possible for third parties to access, mine, exploit, reproduce and disseminate – free of charge for any user – the following:*
 - (i) *The data, including associated metadata, needed to validate the results presented in scientific publications as soon as possible;*
 - (ii) *Other data, including associated metadata, as specified and within the deadlines laid down in the DMP*

2 Deliverable 7.18

The DMP must cover several topics established by the EC and it describes the *Data Management life cycle for all data sets that will be collected, processed or generated by the research project.*

The DMP is a live document that must *reflect the current status of reflection within the consortium about the data that will be produced.*

The DMP will identify the different items that are relevant to the correct identification and management of the data produced during the Radicle project. This means that all the data produced in the Radicle project will have to be identified according to the following items:

2.1 Data Identification

The Data Identification must consist in a Data set reference and a Data set name.

2.2 Data Set Description

The Data Set Description must include:

Data Description, Type (Collected/Processed/Generated), Origin (if Collected/Processed), Format, Nature, Scale, Useful to Whom, Does it underpins a scientific publication, Information on existing similar data, Possibility for integration and reuse, Storage and Backup.

2.3 Data Standards and Metadata

Standards used or, if these do not exist, an outline on how and what metadata will be created.

2.4 Data Sharing

Steps to Protect Privacy, Security, Confidentiality, IPR, How the Data will be Shared, Access Procedures, Who controls It, Embargo Periods, Outlines of Technical Dissemination, Software and Tools to Enable Re-Use, Widely Open Access or Restricted to Specific Groups, Repository Where Data will be Stored, Type of Repository (institutional, standard repository for the discipline, etc..

In the case Dataset cannot be shared, the reasons (ethical, rules of personal data, intellectual property, commercial, privacy-related, security-related).

2.5 Archiving and Preservation (including storage and backup)

The Archiving and Preservation must describe the Procedures for long-term preservation, how long should the data be preserved, approximated End Volume, associated costs and how these are planned to be covered.

3 Storage and access plan

The project website will be one of the main platforms used by the consortium for sharing and storing the project results, including the project deliverables and other reports. The website will be kept online for a minimum of 5 years after the end of the project.

During the project duration the consortium will look at identifying other platforms that can ensure the access to the project results and data for a longer period.

4 DMP template

The Project DMP can be filled in in the template (Annex I) or in DCC data repository.

ANNEX I - DMP template

Data Management Plan

1. Data Identification

Data set reference

Data set name

2. Data set Description

Data Description

Type (Collected/Processed/Generated)

Origin (if Collected/Processed)

Format

Nature

Scale

Useful to whom

Does it underpins a scientific publication

Information on existing similar data

Possibility for integration and reuse

Storage and Backup

3. Data Standards and Metadata

Standards used or, if these do not exist, an Outline on How and What Metadata will be created

4. Data Sharing

Steps to Protect Privacy, Security, Confidentiality, IPR

How the Data will be shared

Access Procedures

Who controls it?

Embargo Periods

Outlines of Technical Dissemination

Software and Tools to Enable Re-Use

Widely Open Access or Restricted to Specific Groups

Repository Where Data will be Stored

Type of Repository (institutional, standard repository for the discipline, etc.)

In the case Dataset cannot be shared, the reasons (ethical, rules of personal data, intellectual property, commercial, privacy-related, security-related)

5. Archiving and Preservation (including storage and backup)

Procedures for Log-Term Preservation

How long the Data should be preserved

Approximated End Volume

Associated Costs and how these are planned to be covered